

USACE FINANCE CENTER
BIWEEKLY REPORT
PERIOD ENDING 04 FEBRUARY 2000

CEFMS:

a. The CEFMS Team met with the Special Operations Command (SOCOM) and DFAS on 26 January 2000 to discuss the data needed for DFAS to provide status reports to SOCOM. Attendees included Greg Heidrich, DFAS-IN/XC, (317) 510 4327; Tony Castrillo, DFAS HQ SOCOM Project Office, (614) 693 8995; and Howard Jones (contractor), Sverdup, (813) 828 5183. The group reviewed the data elements required and discussed methods for DFAS to obtain the data. The exact methodology will be resolved after a formal request for the information has been approved. We recommended that SOCOM contact the Corps' POC in HQUSACE Military Programs and request that the Corps approve the extraction of the data for SOCOM. We believe the request should include the signed MOA between DFAS and SOCOM, the date the extracts are required, and a statement on funding for the project.

b. Ms. Renee' Bacherman, (703) 364 2339, VP, ORACLE Federal Consulting - DOD, visited the CEFMS Project Office on 3 February 2000. The purpose of her visit was to review progress on our move to GUI which is highly dependent on timely support from ORACLE. Ms. Bacherman was able to raise the level of emphasis by the ORACLE Development staff to obtain needed fixes for our prototype. We had a good exchange of information and encouraged her to make an office call on Mr. Coakley and Mr. Berrios.

Other CEFMS Issues:

(1) Released functionality to copy a credit card PR&C. This functionality was requested by HECSA and has been discussed between Mr. Coakley and Col. Sanford. It will take about two additional weeks to complete the change to automatically de-obligate the unliquidated balance of the obligation when we enter a final invoice.

(2) We have had a problem where the Payroll Liaison Officers (PLO's) had no way of preventing timekeepers from entering Time and Attendance transactions after the pay period was closed. Although verbally told not to, timekeepers would often enter additional transactions after the PLO had closed the pay period. This would result in the PLO not being able to open a new pay period...due to edits on unsigned records. This sounds like a simple procedure, but can become very frustrating for the PLO's when they are in hurry to open the new pay period and must track

down timekeepers, and supervisors to certify the prior period entries.

To address this issue we released a new screen where the PLO can set a switch to allow or not allow timekeeper entries. This change will assist the PLO's in performing their duties more efficiently.

PROBLEM REPORTS/IMBALANCES:

a. The open problem report inventory is 803 versus 809 on the last report. The inventory includes 89 Priority #1 problem reports. The open inventory also includes 7 problem reports related to the CEFMS Modernization/GUI work management effort.

b. Fifty (50) of the sixty-two active databases have no imbalances, five (5) have one, five (5) have two, one (1) has five and one (1) has six, the highest number of imbalances. The grand total of database imbalances across the system is 26 versus 27 on the last report.

ACCOUNTING OPERATIONS:

CONSOLIDATION OF OPERATING FINANCE AND ACCOUNTING FUNCTIONS:

UPCOMING CONSOLIDATIONS:

----CURRENT SCHEDULE COMPLETE----

NUMBER AND LOCATION OF ON BOARD PERSONNEL:

LOCATION:	NUMBER:
Huntsville	26
Millington	291
Washington	1
Other	1
DA Interns (Millington)	2
Total	321

DISBURSING WORKLOAD DATA:

PAYMENTS	As of 01/31/00	Current Month	Year To Date
BY CHECK:			
Checks Issued	103,426	937	104,363
Percent of Total	53%	43%	53%
Dollar Amount	\$1,199,013,710	\$11,057,136	\$1,210,070,846

BY EFT:

Transfers Made	91,519	1,260	92,779
Percent of Total	47%	57%	47%
Dollar Amount	\$1,725,389,498	\$36,251,925	\$1,711,641,423

OTHER UFC ISSUES:

a. As of 3 February, all W-2's for reimbursement of PCS expense have been mailed to USACE employees. We completed and mailed approximately 1,100 W-2's. We had originally estimated 2,000 - 3,000 based on the number of PCS vouchers processed but rollups to employee level reduced the actual number. During FY 2000, the UFC will implement lessons learned to improve the process and reduce overtime involved in matching W-2's to spreadsheets and the quarterly IRS Report 941. We think improvements in IATS and new UFC internal procedures will improve the entire process for CY 2000.

b. We generated, printed, and mailed approximately 21,000 1099's on 1 February. The supported activities are working the incorrect addresses and Tax ID numbers (TIN). The UFC has sent three email messages beginning in November 1999, reminding the activities of their responsibilities. Current plans are to generate the 1099 report again on Monday 7 February. We estimate about 5-6 thousand additional 1099's will be generated, printed, and mailed.

c. We have scheduled a meeting with the Huntsville Engineering Center Resource Management Directorate and the Professional Development Support Center (PDSC) during the week of 14 February to discuss transferring the PDSC billing function from the Huntsville Engineering Center to the UFC.

d. Due to a large number of returned travel (TDY) EFT advice notices and IATS computations for incorrect addresses, a reminder was sent to all supported activities' F&A Officers to remind all USACE employees of the importance of maintaining their current mailing address in CEFMS (screen 10.131). This will allow them to receive their travel computations and advice notices.

e. Planned events in observance of African-American History Month during February include weekly Moments in History readings; a speech contest by students from our Adopt-a-School; and a program for all employees on 24 February.

f. We have distributed guidance to all Directorates for performance of the mandatory annual Prevention of Sexual Harassment training for all UFC employees. Deadline for completion of this training is 29 February.

g. We are near the completion of the Phase 1 Unliquidated Obligations review and will issue the required certification statement to HQUSACE early next week.